

Undesignated Stock of Epinephrine for Schools
Frequently Asked Questions
Last Updated 10.11.22

1) Which schools are required to carry undesignated stock of epinephrine for students?

Per the [Code](#), public schools are required to have an undesignated stock of epinephrine available for use in the event of anaphylaxis (life-threatening allergic reaction). Policies and procedures must be established at the local level.

Private schools for students with disabilities licensed by VDOE are required to possess undesignated stock epinephrine. It is best practice for all other private schools but not required by law.

2) What documentation is the school required to have on file for undesignated stock epinephrine?

Schools are required to have the following:

- ☐ Current standing order
- ☐ Policies, procedures and training procedures
- ☐ Records of all individuals who have completed training
- ☐ Records of all students who have received undesignated stock medication
- ☐ Memorandum of Understanding (MOU) - only required if purchasing epinephrine from VDH Division of Pharmacy Services (DPS)

All records may be requested by the Local Health Department or Virginia Department of Health.

3) Where can I find the standing order for undesignated stock of epinephrine?

The State Health Commissioner, Dr. Colin Greene has signed a statewide standing order for public and private schools to possess and administer epinephrine to a student experiencing anaphylaxis. The order will be in effect from July 1, 2022 to June 30th, 2023. The statewide standing order will need to be renewed every school year and can be found [here](#).

4) Where can I acquire epinephrine for my school?

The statewide standing order allows schools to obtain epinephrine. Schools using the standing order can purchase epinephrine at either 1) through the VDH Division of Pharmacy Services, 2) a local pharmacy or 3) through a drug manufacturing program. The drug manufacture program will require additional paperwork and a physician signature. In addition to the statewide standing order, issued by the Commissioner, schools will be required to

obtain an additional physician signature on the “STANDING ORDER CERTIFICATION FORM” provided by the drug manufacturer. Schools who would like to participate in this program can reach out to their prescriber or local health department director for assistance with the paperwork. If you have questions regarding the program, please contact the manufacturer.

5) Why did my local pharmacy tell me that they can’t provide this medication without a prescription?

While pharmacies are allowed to distribute undesignated stock of medications per the Virginia Code, it’s not a common practice in most community pharmacies and may be against many large chain company policies. If a school is interested in purchasing these medications from a local pharmacy, a pharmacist at an independent pharmacy may be more familiar with this policy and the procedure to distribute medication pursuant to a standing order. Schools will need to print off the [Statewide standing order](#) and provide it to the pharmacist.

6) How do I obtain a MOU to purchase the medication through the VDH Pharmacy?

Schools must “apply” for an MOU. The person acting on behalf of the school should complete the [application form](#), also referred to as “Form Submission”, found on the [VDH Pharmacy website for K-12 Public and Private School Orders](#). After an application is submitted, VDH personnel will send the MOU to the requestor through DocuSign for a signature. After the person acting on behalf of the school signs the MOU, the MOU must be signed by VDH personnel. The MOU is not fully executed until it is signed by VDH. The execution process usually takes 2 weeks and schools may not order medication or supplies until the MOU is fully executed. For questions, please reach out to pharmacyvisions@vdh.virginia.gov.

7) Will I receive a copy of my school’s fully executed MOU?

Yes, VDH pharmacy staff will send a fully executed copy of the MOU to the school for recordkeeping purposes.

8) How do I order medications or supplies through VDH Pharmacy after I have an executed MOU?

Schools must order supplies by clicking the “[Order Epinephrine, Albuterol and/or Supplies](#)” button on the [VDH Pharmacy website for K-12 Public and Private School Orders](#) website.

9) Where can the school divisions find information about the training modules?

The following resources are available for school districts to develop a training policy and train individuals on epinephrine administration:

- [National Association of School Nurses](#)
- [Food Allergy Research Education](#)
- [Code Ana](#)
- [VDOE Anaphylaxis Resources](#)

Schools are not required to use the training modules provided by DOE and can create their own training process to document employee knowledge/competency.

10) How long will it take me to receive epinephrine if I order it through VDH Division of Pharmacy Services?

Schools should plan for the process to take approximately 2-3 weeks to receive the medication. VDH Division of Pharmacy Services will do its best to expedite the process as much as possible. If you have any questions regarding the ordering process through VDH, please reach out to pharmacyvisions@vdh.virginia.gov.

